

SRF ENVIRONMENTAL GRAPHICS GUIDELINES

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I. GENERAL GRAPHICS GUIDELINES:

See the graphics examples at <http://www.in.gov/ifa/srf/2376.htm>.

PLEASE Use bar scales. All graphics must clearly illustrate and label all proposed project elements. These elements typically include:

1. Treatment plants, including access roads, influent and effluent lines; outfalls; a site layout illustration is also needed; please avoid illustrating contour lines;
2. Borrow areas (unless borrow will come from a commercial source or disturbed land);
3. Lift stations or booster stations, including access roads, incoming and outgoing lines;
4. Water lines or sewers; manholes associated with proposed sewers do not usually have to be shown on SRF environmental graphics; if work is proposed only in manholes and not in their sewers, those manholes should usually be shown on a graphic or the affected streets should be indicated if work will occur in more than a few manholes.
5. Force mains & interceptors;
6. Storage towers (including access roads & incoming/outgoing lines);
7. Well fields (including access roads & raw water lines);
8. Backwash tanks (including incoming/outgoing lines and outfalls).

We prefer 8.5" x 11" graphics for ease of copying and scanning. Overlays of recent color aerial photos with project elements and/or environmental elements (wetlands, etc.) are recommended, but not necessary.

Please do not use 11" x 17" graphics unless absolutely necessary – we will have to reduce them; 11" x 17" graphics and their bar scales must remain clearly readable when reduced to 8.5" x 11".

II. ENVIRONMENTAL GRAPHICS CHECKLISTS

Please include the completed checklists and all environmental graphics in the Environmental Evaluation discussion in the PER.

II-A. PLEASE USE CHECKLIST BELOW TO ENSURE THAT GRAPHICS HAVE:

- ☐ an accurate bar scale (except for schematics, ground level photos and Interim Report maps);
- ☐ bar scale large enough so that it remains easily legible if the graphic is reduced;
- ☐ accurate north arrow (except for schematics and ground level photos);
- ☐ a figure number;
- ☐ stream crossings labeled or indicated (on at least one graphic);
- ☐ cemeteries labeled (if the project is next to or within ¼ mile of one)
- ☐ and a legend indicating only elements shown on the map.

II-B. PLEASE USE CHECKLIST BELOW TO ENSURE THAT GRAPHICS CONFORM WITH PART III: GUIDELINES

1. National Wetlands Inventory (NWI) Map

☐ Yes, the wetland maps meet the guidelines

2. 100-Year Floodplain Map

☐ Yes, the 100-year Floodplain maps meet the guidelines

☐ A 100-year Floodplain map is not available for all or part of the project area

3. Interim Report (Historic Sites/Structures Maps)

☐ Yes, the Historic Structures maps meet the guidelines

☐ Some or all of the project area is not covered by an IR map

4. Soils Map

☐ Yes, the Soils maps meet the guidelines

☐ Soils map not needed, per SRF

5. Topographic Map

☐ Yes, the topographic maps meet the guidelines

☐ Topographic map not needed, per SRF

6. Photographs

☐ Yes, photos meet the guidelines

III. GUIDELINES FOR SPECIFIC MAP TYPES

1. Wetlands Map Guidelines:

Please **do not use** the federal internet wetland mappers, such as the EPA Enviromapper, USGS National Map, USFWS Geotract or Wetlands Mapper, or any others. Instead, we recommend using The IndianaMap, Release 2: <http://inmap.indiana.edu/viewer.htm>. To see wetlands, activate the following layers: wetlands and wetland lines; wetland "lines" are usually riverine wetlands. We usually do not need wetland maps for projects in city streets. See this site's Map Output feature. This site allows you to produce graphics showing wetlands, 100-year floodplains (for most counties), 2005 leaf off high resolution aerial photos (which have recently been made lower resolution, but are still useful), USGS topographic maps (also recently made lower resolution), township/range/section information, etc. You can also add lines, symbols and labels, and do simple drawings, length and area measurements, exporting, printing and other functions. If a city or county has its own GIS, you may use that, if the aerial photos are more up to date than The IndianaMap. The IndianaMap is the simplest and most accessible tool to use. There is a beta version of Release 3 which you may also want to try at <http://maps.indiana.edu/>; it is an HTML5 application and works best with Mozilla Firefox 5, IE 9, Chrome 12 or Safari 5; we have used only Firefox. It does not have the full functionality of the earlier version at this time, but should improve over time.

2. 100-Year Floodplain Map Guidelines:

If The IndianaMap has a DFIRM layer in the Hydrography folder for your project area, we recommend deriving a graphic from that. Also acceptable: drawing and labeling the project elements on the most recent FEMA FIRM (Flood Insurance Rate Map) or Flood Hazard Boundary maps, if available. Some project areas may not participate in the FEMA program and will not be mapped. See <http://msc.fema.gov/webapp/wcs/stores/servlet/FemaWelcomeView?storeId=10001&catalogId=10001&langId=-1> to electronically view and print floodplain maps.

3. Soils Map Guidelines:

The need for this will be determined on a case-by-case basis. Typically, a soils map is needed only when a project will affect undisturbed land of archaeological significance. Such land is typically defined as farmland or other areas that have not been disturbed in the last 50 years to a depth of 10 inches or more by previous construction activity. Soils maps should be as clear as possible and not dark.

4. Topographic Map Guidelines:

IDNR's environmental reviewers like to see projects shown on USGS topographic maps, especially projects in non-urban areas. For projects in cities, this map may not be necessary, but we have found exceptions. The need for these will be determined on a case-by-case basis. These maps should be as clear as possible and not dark.

5. Photo Guidelines:

Ground level photos of proposed construction sites or routes are a good idea if those sites/routes are not developed; such photos may sometimes be required by the IDNR Division of Historic Preservation and Archaeology (DHPA) or another review authority. DHPA likes streetscape photos of line routes in historic districts, but does not always require them. Photos should have titles and be keyed to a map, with arrows indicating which direction the camera was facing.

Aerial photos: Some counties and cities have GIS sites of their own, and the following websites provide access to those GIS maps:

<http://www.schneidercorp.com/main.aspx?pageid=maps&sort=state>

<http://www.39dn.com/>

<http://www.wthtechnology.com/company/software/think-gis-web.html>.

The aerial photos on some of those maps may be more up-to-date than those on The IndianaMap; For instance, the Boone Co. GIS has 2011 aerial photos. Please use only leaf-off aerial photos.

6. Historic Sites and Structures — Interim Report Map Guidelines:

Most Indiana counties, some cities, and all Indianapolis townships have an **Interim Report (IR)** which lists local above-ground historic and structural resources inventoried at the time of publication.

Consult the latest county IR of Historic Sites and Structures; see

<http://www.historiclandmarks.org/Resources/ArchitecturalSurveys/Pages/SurveyReports.aspx>.

Please photocopy the entire map page you need, being sure you include the map title and page number; please do not reduce the page. Draw your proposed project elements on it, being sure to note cemeteries; cemeteries should be labeled on other project maps, also, if the project is within ¼ mile of one. There is no need to derive a scale for IR maps.

Please be sure to use every map which shows any part of a proposed project. If there is no IR for your county, please call your SRF environmental coordinator for guidance; you will probably have to research DHPA files in Indianapolis.

In addition to the IR maps, please consult the DHPA website addresses listed below to see if properties have been added to the state or national registers of historic places since IR publication. If your project will install/rehabilitate a line or structure near those sites, those new listings should be labeled on the IR maps or on another graphic. For Indianapolis projects, please indicate on the map which township IR the map comes from. After you have checked these sites for project-related information, please note in the PER text that they have been checked.

1. <http://www.in.gov/dnr/historic/files/hp-nrlist.pdf>. Indiana Properties Listed on the State and National Registers. does NOT have site addresses. This web address has IN properties on the State and National Registers, updated quarterly.
2. <http://www.in.gov/dnr/historic/files/hp-srlist.pdf>. Indiana Properties Listed only on the State Register. does NOT have site addresses. This web address has IN properties listed only on the State Register.
3. <http://www.nps.gov/history/nhl/designations/Lists/IN01.pdf>. for a listing of Indiana's National Historic Landmarks.